



**CITY OF LEON VALLEY
INTEROFFICE MEMORANDUM**

DATE: August 2, 2019
TO: Mayor Chris Riley and City Council Members
FROM: Kelly Kuenstler, City Manager
SUBJECT: Pre-City Council Meeting Report

Human Resources

- Vacant Positions
 - Fire Department
 - Two Lieutenant – Promotional exams taking place on August 12, 2019
 - One Fire Engineer
 - Deputy Fire Marshall Justin Garcia began employment August 1, 2019
- Public Works
 - One construction Crewman
- Currently advertising for Library Director – Applicant currently in background process.

Court

Weekly Date for Community Service	Hrs. Scheduled	Hrs. Completed	Public Works	Fire Dept.	Municipal Court	Library	Outside The City
07/01/2019-07/06/2019	0						
07/07/2019-07/13/2019	136						
07/14/2019-07/20/2019	40	21					
07/21/2019-07/27/2019	76						45

Court Dates	# Of Cases Scheduled	# Of Defendants Scheduled	# Of Cases Processed During Court
7/11/2019	470	315	181
7/18/2019	275	191	132
7/25/2019	269	162	107

Public Works

- Projects:

- The contractor for the LC-17 is at 70% poured on channel # 2 (behind homes), and they are grading the creek channel, installing topsoil on slopes, they have one more sewer lateral to install, and are starting on their punch list items.
- Bids for the following projects were approved by the City Council on the 16th of July. We met with the contractors this week to sign contracts and issue start dates.
 - 2019-05 - Blacksmith Lane & Wagon Spoke Sewer/Water Main Replacement – starts next week.
 - 2019-06 - Evers at Seneca Sidewalk Extension Project – starts mid-August.
 - 2019-07 - Forest Meadow Drainage Improvements – Raymond Rimkus Park – second read before Council on August 6th.
 - 2019-08 - Leon Valley Street Maintenance Year 2 – starts mid-August.
- The new generator to be installed at the Grass Hill well plant will take 16 weeks for arrival.
- Staff is finalizing the designs for the custom art proposed for the bus shelters at the library and the park.
- The Plumbing Code is being revised to exempt rain barrels that are not connected to the City's water supply and are less than 400 gallons.
- Bexar County Flood Control will be performing a mill & overlay of El Verde Road, once the LC-17 construction has been completed. They will also realign the drainage swales on the sides of El Verde Road so that proper drainage of the street is restored. Shortly after that, the City will install a replacement water main.
- Preparing to enhance the crosswalk on Evers in front of the library. Thermoplastic signs will be placed in the street in both directions, rumble strips will be installed, and signage will be placed farther away from the crosswalk. The work will begin on August 23, 2019.
- Shade structures for the large playground at Raymond Rimkus Park are expected to be installed by the end of August.
- The Texas Water Development Board (TWDB) recently announced new grant opportunities that were passed at this past legislative session. Come November, voters will be asked to vote for or against a constitutional amendment to create a Flood Infrastructure Fund (FIF). This new fund would provide low-cost loans and grants for drainage, flood mitigation, and flood control projects. The money would come from the Economic Stabilization Fund (also known as the Rainy Day Fund). In addition, the TWDB will be creating a state flood plan, to be adopted in 2024, and implementing two new funds – the aforementioned FIF and the Texas Infrastructure Resiliency Fund (TIRF). Staff was proposing to bring our flooding concerns to the City Council and asking that funding to mitigate Leon Valley flooding be placed on the ballot in November for citizen vote, but we are now advocating for waiting to see if the state wide measure is approved. If it is, we could qualify for these grants and low cost loans and maybe not have to solicit bonds or Certificates of Obligation.
- Constructing pavilion and finishing walking path at The Ridge at Leon Valley Park – both will be complete by the end of next week. Benches will be installed around the pathway and the equipment, then trash/recycling containers will be delivered.
- Repairing the walking path at Old Mill Park – the recycled millings are falling apart. Also installing trash/recycling kiosks.
- Mowing in Mow Zone 2 (Bandera Rd area).
- Street sweeping city-wide continues and roads are looking much better! A schedule is being developed, which will be posted on the website and on FaceBook, so that citizens will know when to remove vehicles from the street.
- Held the Neighborhood Renewal Program on Saturday, July 27th, on Autumn Chase. The Crew removed a 40 yard dumpster full of trash, leaves, and other debris from the property. Approximately 15 volunteers from the Church of Jesus Christ of Latter Day Saints supplied their man/woman power and good will to paint and generally spruce up the home. The homeowner was very grateful for their help, as she is disabled.

- Clearing out dead landscaping at City Hall and repairing sprinkler system.
- Learning to work the new computer tablets and service request software system – this new technology will speed up our response time and make the Crews more accountable for completing service requests.
- Training
 - The Maintenance Crew Leader is studying to become a Certified Playground Inspector and a Certified Pool Operator and will take the tests in the first week of August.
 - Crew member will be taking Pest Control classes in order to obtain the license.
 - New Crewmember will be studying for the herbicide class and testing as a part of the street sweeping program.

Police Department

Please see below information on police activity over the listed period. Have a great day!

- Arrest
 - 7-08-19 – 6700 Timberhill – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-08-19 – 6900 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-08-19 – 6100 Forest Wood – Traffic Stop – One arrested on active county warrant
 - 7-09-19 – Shadow Mist @ Grissom Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-09-19 – 6200 Evers Rd. – One arrested for active warrant/traffic offense – Vehicle Impounded
 - 7-10-19 – 5600 Bandera Rd. – Theft \$100-750 – One arrested for offense
 - 7-11-19 – 5622 Evers Rd. – Criminal Mischief – One arrested for offense
 - 7-11-19 – 6600 Seneca Dr. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-11-19 – 5700 Wurzbach Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-11-19 – 5700 Stemmons – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-11-19 – 6200 Grissom Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-12-19 – 6200 Grissom Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-12-19 – 5600 Wurzbach Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-13-19 – 5600 Bandera Rd. – Wanted Person – One arrested on active county warrant
 - 7-13-19 – 6200 Grissom Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-13-19 – 5400 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-14-19 – 6400 Evers Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-15-19 – 6500 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-15-19 – Evers Rd. @ Wurzbach Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-15-19 – 5600 Evers Rd. – Disturbance – One arrested for Criminal Trespass and Assault/Bodily Injury
 - 7-15-19 – 5600 Bandera Rd. – Theft < \$100 – One arrested/cited/released
 - 7-17-19 – 7000 Mill Wheel – Emergency Detention – Juvenile female/released at hospital
 - 7-18-19 – 7300 Reindeer Trail – Traffic Stop – One cited/released – Vehicle impounded
 - 7-18-19 – 5300 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-21-19 – 6400 Evers Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-21-19 – 6200 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-21-19 – 7300 Eckhert Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-21-19 – 5600 Evers Rd. – One arrested for Terroristic Threats
 - 7-22-19 – 6200 Evers Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-23-19 – 6400 Evers Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-23-19 – 5600 Evers Rd. – Terroristic Threats – One arrested for offense
 - 7-24-19 – 7400 Eckhert Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 7-25-19 – 7600 Huebner Rd. – Reckless Driving – One arrested for offense – Vehicle Impounded
 - 7-25-19 – 6600 Pecan Acres – Emergency Detention – One arrested/released at hospital

- 7-26-19 – 6600 Bandera Rd. – Traffic Stop – One cited/released – Vehicle impounded
- 7-27-19 – 6400 Evers Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 7-27-19 – Bandera/Grissom Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 7-27-19 – 7000 Bandera Rd. – Wanted Person – One arrested on active county warrant
- 7-27-19 – 5700 Stemmons – Traffic Stop – One cited/released – Two Vehicles Impounded
- 7-28-19 – 6200 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- Significant Calls
 - 7-08-19 – 5900 Bandera Rd. – Theft of Service
 - 7-08-19 – 6100 Wurzbach Rd. – Alarm
 - 7-08-19 – 6600 Bandera Rd. – Alarm
 - 7-08-19 – 4800 NW Industrial – Alarm
 - 7-08-19 – 6100 Wurzbach Rd. – Alarm
 - 7-08-19 – 7200 Bandera Rd. – Crash
 - 7-09-19 – 6300 Evers Rd. – Burglary/Vehicle
 - 7-09-19 – 7000 Huebner Rd. – Crash
 - 7-09-19 – 5400 Bandera Rd. – Burglary/Vehicle
 - 7-09-19 – 7500 Linkside – Alarm
 - 7-09-19 – 6400 Bandera Rd. – Alarm
 - 7-09-19 – 7200 Bandera Rd. – Crash
 - 7-09-19 – 7100 Forest Meadow – Suspicious Person
 - 7-09-19 – 6800 Huebner Rd. – Theft \$100-750
 - 7-09-19 – 6100 Bandera Rd. – Suspicious Person
 - 7-09-19 – 6300 Evers Rd. – Burglary of a Vehicle
 - 7-09-19 – 4700 Timco West – Criminal Attempt to Commit Theft - \$2,500-30,000
 - 7-10-19 – 6500 Chaparral Ln. – Runaway/Found
 - 7-10-19 – 5900 Bandera Rd. – Burglary of a Building
 - 7-10-19 – 7300 Reindeer Trail – Crash
 - 7-10-19 – 6500 Grissom Rd. – Crash
 - 7-10-19 – 4800 NW Industrial – Alarm
 - 7-10-19 – 5600 Bandera Rd. – Alarm
 - 7-10-19 – 5600 Bandera Rd. – Crash
 - 7-11-19 – 6600 Poss Rd. – Crash
 - 7-11-19 – 6300 Bandera Rd. – Burglary/Vehicle
 - 7-11-19 – 7000 Bandera Rd. – Alarm
 - 7-11-19 – 6600 Bandera Rd. – Crash
 - 7-12-19 – 6500 Grissom Rd. – Crash
 - 7-12-19 – 6300 Parsley Hill – Criminal Mischief
 - 7-12-19 – 6300 Poss Rd. – Assault
 - 7-12-19 – 6000 Bandera Rd. – Alarm
 - 7-12-19 – 6800 Bandera Rd. – Burglary of a Vehicle
 - 7-12-19 – 6800 Bandera Rd. – Crash
 - 7-13-19 – 6700 Huebner Rd. – Crash
 - 7-13-19 – 6700 Bandera Rd. – Crash
 - 7-13-19 – 5700 NW Loop 410 – Burglary of a Vehicle
 - 7-13-19 – 5700 Wurzbach Rd. – Crash
 - 7-13-19 – 6400 Bandera Rd. – Suspicious person
 - 7-14-19 – 6000 Exchange Parkway – Suspicious person
 - 7-14-19 – 7100 Bandera Rd. – Alarm
 - 7-14-19 – 6500 Adair – Alarm
 - 7-15-19 – 6100 Bandera Rd. – Crash
 - 7-15-19 – 6100 Bandera Rd. – Crash

- 7-15-19 – 5400 Grissom Rd. – Theft \$2500-30,000
- 7-15-19 – 6100 Wurzbach Rd. – Theft \$100-750
- 7-15-19 – 6600 Bandera Rd. – Crash
- 7-15-19 – 5500 Saffron Way – Theft
- 7-15-19 – 6900 Bandera Rd. – Theft
- 7-16-19 – 6500 Bandera Rd. – Crash
- 7-16-19 – 5600 Bandera Rd. – Theft
- 7-16-19 – 7100 Huebner Rd. – Crash
- 7-16-19 – 6800 Bandera Rd. – Crash
- 7-16-19 – 5800 Bandera Rd. – Crash
- 7-16-19 – 6900 Bandera Rd. – Crash
- 7-16-19 – 7000 Huebner Rd. – Crash
- 7-16-19 – Bandera at Wurzbach Rd. – Crash
- 7-16-19 – 6800 Linkway Dr. – Burglary of a Habitation
- 7-16-19 – Wurzbach at Exchange Pkwy – Crash
- 7-17-19 – 6600 Bandera Rd. – Crash
- 7-17-19 – 7500 Eckhert Rd. – Alarm
- 7-17-19 – 5600 Bandera Rd. – Forgery
- 7-18-19 – 7000 Autumn Chase – Violation of a City Ordinance (expired registration)
- 7-18-19 – 5400 Grissom Rd. – Burglary of a Vehicle
- 7-18-19 – 6100 Wurzbach Rd. – Alarm
- 7-18-19 – 5900 Bandera Rd. – Hit and Run Crash
- 7-18-19 – 6400 Bandera Rd. – Hit and Run Crash
- 7-18-19 – 7000 Bandera Rd. – Hit and Run Crash
- 7-19-19 – 6500 Grissom Rd. – Crash
- 7-19-19 – 6000 Exchange Pkwy – Crash
- 7-19-19 – 6500 Bandera Rd. – Crash
- 7-19-19 – 5200 Savory Glen – Alarm
- 7-19-19 – 5700 Evers Rd. – Theft of a Vehicle
- 7-19-19 – 5700 Bandera Rd. – Crash
- 7-19-19 – 6900 Forest Peak – Apparent sudden death
- 7-19-19 – 6400 Wurzbach Rd. – Crash
- 7-19-19 – 6100 Bandera Rd. – Crash
- 7-19-19 – 5900 Bandera Rd. – Crash
- 7-19-19 – 5800 Bandera Rd. – Crash
- 7-20-19 – 6700 Huebner Rd. – Crash
- 7-20-19 – 5300 Wurzbach Rd. – Theft
- 7-21-19 – 5600 Evers Rd. – Crash
- 7-21-19 – 6900 Bandera Rd. – Theft of a Vehicle
- 7-21-19 – 7200 Bandera Rd. – Criminal Mischief
- 7-21-19 – 6900 Bandera Rd. – Theft < \$100
- 7-22-19 – 6100 Wurzbach Rd. – Criminal Trespass Warning
- 7-22-19 – 6500 Hoofs Ln. – Burglary of a Vehicle
- 7-22-19 – 6800 Wurzbach Rd. – Crash
- 7-22-19 – 6700 Bandera Rd. – Crash
- 7-22-19 – 7400 Huebner Rd. – Crash
- 7-22-19 – 6000 Bandera Rd. – Crash
- 7-22-19 – 6800 Bandera Rd. – Alarm X 2
- 7-23-19 – 5900 NW Industrial Pkwy – Crash
- 7-23-19 – 5600 Bandera Rd. – Crash
- 7-23-19 – 7000 Bandera Rd. – Crash

- 7-23-19 – 6300 Bandera Rd. – Violation of a City Ordinance: Illegal Dumping
- 7-23-19 – Bandera/loop 410 – Crash
- 7-23-19 – 5700 Watercress Dr. – Violation of a City Ordinance: Illegal Parking – Block Sidewalk
- 7-23-19 – 6000 Grass Hill – Theft <\$100
- 7-23-19 – 7100 Bandera Rd. – Burglary of a Habitation
- 7-23-19 – 7400 Huebner Rd. – Suspicious person
- 7-24-19 – 5500 Saffron Way – Violation of a City Ordinance: Illegal Parking – Block Sidewalk
- 7-24-19 – 5300 Wurzbach Rd. – Hit and Run Crash
- 7-24-19 – 5400 Grissom Rd. – Theft of a Motor Vehicle \$20,000-100,000
- 7-24-19 – 7000 Wagon Spoke – Violation of a City Ordinance: Junk Vehicle
- 7-24-19 – 7000 Mill Wheel – Violation of a City Ordinance: Junk Vehicle
- 7-24-19 – 6700 Sunlight – Violation of a City Ordinance: Junk Vehicle
- 7-24-19 – 5600 Evers Rd. – Burglary of a Habitation
- 7-24-19 – 6600 Forest Haven – Violation of a City Ordinance: Parking
- 7-24-19 – 5600 Grissom Rd. – Crash
- 7-25-19 – 5300 Wurzbach Rd. – Burglary of a Vehicle
- 7-25-19 – 6400 Bandera Rd. – Recovered Stolen Vehicle
- 7-25-19 – 7200 Bandera Rd. – Crash
- 7-25-19 – 4700 N.W. Industrial – Theft
- 7-25-19 – 6900 Bandera Rd. – Criminal Trespass
- 7-25-19 – 5600 Bandera Rd. – Theft <\$100
- 7-26-19 – 5600 N.W. Loop 410 – Graffiti
- 7-26-19 – 6500 Bandera Rd. – Crash
- 7-26-19 – 5600 Evers Rd. – Criminal Trespass
- 7-26-19 – Bandera/Huebner Rd. – Crash
- 7-26-19 – 5600 Bandera Rd. – Burglary of a Vehicle
- 7-26-19 – 6000 Bandera Rd. – Hit and Run Crash
- 7-26-19 – 6000 Bandera Rd. – Crash
- 7-27-19 – 6300 Bandera Rd. – Theft
- 7-27-19 – 6800 Forest Crest N. – Found open garage door
- 7-27-19 – 7300 Reindeer Trail – Theft
- 7-28-19 – 4900 NW Industrial – Alarm
- 7-28-19 – 6900 Bandera Rd. – Theft
- 7-28-19 – 7000 Bandera Rd. – Alarm
- 7-28-19 – 6600 Bandera Rd. – Crash
- 7-28-19 – 7000 Bandera Rd. – Theft
- 7-28-19 – 5600 Bandera Rd. – Crash
- 7-28-19 – 5800 Wurzbach Rd. – Burglary of a Vehicle
- Traffic Citations - 205
- Warnings – 84
- Cases filed by CID, four (4):
 - One (1) Theft \$100-\$750
 - One (1) Theft Under \$2500 (Felony Enhanced)
 - One (1) Theft of Firearm
 - One (1) Terroristic Threat
- CID Activity/Active Investigations
 - Detectives are actively working Evading Arrest with Vehicle (Murder), Aggravated Assault Serious Injury, and Unauthorized Use of a Motor Vehicle case.
 - Four different sexual assault cases are still under investigation, awaiting DNA test results (known offenders).

- The investigation continues in a felony theft case, a burglary case and an identity fraud case.
- Three active organized crime (riot) investigations continue.
- An aggravated robbery investigation is ongoing.
- Two vehicle theft cases are under investigation.
- Stolen property from a residential burglary on Timber Hill was recovered.
- Four (4) statements were taken by detectives.
- Ongoing meetings with the District Attorney's Office.
- Downloaded six (6) videos for District Attorney's Office.
- Nine (9) walk in complaints were handled.
- Code Enforcement
 - (08) Junked/abandoned/illegal vehicles
 - (45) Grass/weed violations were handled
 - (02) Building violations/complaint
 - (14) Trash complaints
 - (34) Bandit signs
 - (05) Graffiti complaints
 - (01) Noise Complaints
 - (15) VCO letters sent out
 - (69) Citations for no trash service were sent out
- Animal Control
 - (01) Missing pet calls
 - (05) At large dog calls
 - (03) Returned Animals
- Traffic Unit Reporting Period Activity:
 - Active traffic assignments include school zones before and after school, neighborhood speeding/traffic concerns including Marshall High School on Lobo Ln, Leon Valley Elementary, 6600 Bandera at the Walgreens, Bandera/Seneca, Evers Rd, and Linkwood.
 - Reporting Period Activity:

▪ Moving Violations	91
▪ Non-Moving Violations	45
▪ Warnings	27
▪ Vehicles Impounded	13
- Impound Lot
 - Vehicles Towed: 52
 - Traffic: 45
 - Arrest: 05
- Training
 - Chief Salvaggio attended the Police Executive Research Forum Senior Management Institute for Police.
 - Asst. Chief Saucedo attended the National Academy Association Training.
 - Officers Hernandez and Espinoza attended training in Family Violence, Drug Facilitated Sexual Assault, Sexual Assault Offender Dynamics, and Dating Violence Awareness.
 - Officers Espinoza and Officer Flores attended the Crisis Intervention Training (CIT).
 - Officer Breton attended an 8-hour intelligence course in San Antonio.
 - Assistant Chief Saucedo attended:
 - 2019 FBI National Academy Texas Retrainer – Austin, Texas: June 17 – 20.
 - 2019 FBI National Academy Training Conference – Phoenix, Arizona: July 20 – 23.
 - 2019 Wild Hog Local Government Seminar, Hilton Garden Inn -Live Oak, Texas: July 26th, 2019.
 - The following officers recently completed online training for LEO Autism Awareness:
 - Rick Guerra

- Ben Castro
- David Gonzalez
- Chuck Brewton
- Osaretin Amadin
- Blake Johnson
- Brandon Evans
- Jason Massiatte
- Rubie Flores
- Jose Espinoza
- David Trevino
- Uziel Hernandez
- Carlos Carrillo
- Clarence Yarbrough
- Officer Marcos Martinez attended two separate 8-hour Gang Intelligence courses in San Antonio.
- Sgt. Burleson attended an 8-hour Intelligence course and a 16-hour course in Courtroom Testimony in San Antonio.
- Volunteer Activity
 - Several members of the department continue to support South Texas Special Olympics as board members and event coordinators.
 - Chief Salvaggio and Asst. Chief Saucedo continue to make meetings as board members of the Marshall Law and Medical Magnet School.
 - Six members of the department participated in the Tip-a-Cop fundraiser for Texas Special Olympics. The team raised \$1500 for the athletes.

Fire Department

- **The Fire Department Fire Chief's Oath of Office (service)** – Congratulations to Fire Chief Michael Naughton and Assistant Fire Chief Eric Burnside who were sworn in by accepting their official Oath of Office at the Leon Valley City Council Meeting on Tuesday, July 16, 2019.
- **Fire Recovery USA Cost Recovery (car accident cost recovery)** – The Fire Department has received an incident recovery total collection in the amount of **\$39,452.21** to date with 51 active runs, and 4 denials by insurance companies.
- **Emergicon (EMS cost recovery)** – The Emergicon collection for the month of June 2019 was in the amount of **\$25,368.05**.
- **Happy Tails Exotic Animal Show (community service)** – The Fire Department participated in attendance at the Leon Valley Public Library Summer Reading Program who brought five animals from Africa to the Conference Center. The Public Library had an attendance of 385 people who greeted the animals while Miss Anita introduced and educated us on each animal. There was wallaby, a Cavy, a Prairie Dog, a Bearded Dragon and a Porcupine visited and the lucky attendees got to pet the Porcupine!!
- **EMS Compliance Audit (EMS compliance)** - Congratulations to the Leon Valley Fire Department who scored a 100% on their EMS Compliance audit from the Texas Department of State Health Services. DSHS audits all licensed provider agencies to ensure compliance every two years. The audit requires our EMS agency to provide documentation of policies and procedures for every aspect governing the system. This is all verified by DSHS during the inspection. In addition, this inspection includes checking all EMS units and equipment to ensure that they are being maintained and function properly. The Leon Valley EMS system is dedicated to our residents and guest to provide the best care available with a kindness and compassion.
- **“Adulting Hacks” a Public Education Interview with KSAT12 (public education service)** – Fire Chief Michael Naughton interviewed with KSAT12 providing a three-part segment interview regarding fire prevention, safety tips and facts. The first segment was regarding “Staying Hydrated” during heat

properly and why the urine chart is a valuable tool to see if you are dehydrated for your health. The second segment is “Home Emergency Kit Preparedness” and the third segment is regarding “Safety while Barbeque Grilling”. Our goal is to influence the public to take action regarding emergency planning as well as preventative safety measures. If we could possibly save one person’s life from these fire prevention and safety tips and facts, it would be worth it! Please access for the interview, <https://www.youtube.com/watch?v=kAuna7J8Gog>.

- **Christian Village Box Fan Delivery (community service)** -We delivered 11 box fans to the Assistant Manager for the senior residence at Christian Village. The Fire Department provides box fans anytime they need them for their safety. We are continuously checking on them, we offer blood pressure checks, bring awareness on strokes, offer safety cooking tips, provide “file of life” magnets, provide “Stay Upright” fall prevention classes. It’s important for us to take care of our senior residence as they are invaluable!
- **Texas EMS Jurisprudence (EMS & DSHS compliance training)** – All Fire Department Firefighter’s/Paramedic’s completed the Texas EMS Jurisprudence and Texas 157.11 regulations (Health Services, Department of State Health Services, Emergency Medical Care, Emergency Medical Services – Part A) by Friday, July 19, 2019.
- **Emergency Medical Services Continuing Education (EMS training)** - All Fire Department Firefighter’s/Paramedic’s completed CE courses regarding “Allergies & Anaphylaxis basic” as well as “Allergies & Anaphylaxis advance” by Friday, July 19, 2019.
- **Installation of Smoke Detectors for Leon Valley residents (community service)** - We installed four smoke detectors in two different residents’ homes as part of our Fire Prevention Program.
- **Telemundo Kitchen Safety Interview (community service)** – Telemundo reviewed our Facebook post on Grilling Fire Safety and requested an interview on the topic. Captain Garcia demonstrated Fire Prevention guidelines and tips to proactively prevent fires such as not leaving food unattended when cooking, always turn off the stove when you leave your house, Never use water on grease fires, Never leave items such as wooden spoons or pot gloves on or near the stove. In addition, every home should have at least a fire extinguisher in the kitchen because it’s the most likely place to catch on fire. What type of fire extinguisher should be left under the sink? Use extinguisher only on very small fires and if it gets out of hand quickly get out and call 911. (Spanish) **Entrevista con Telemundo acerca de la seguridad alimenticia (servicio comunitario)**- El Capitán Garcia demostró un guía y dio recomendaciones acerca de la prevención de fuego tal y como no dejar comida desatendida al cocinar, siempre apagar la estufa antes de salir de casa, nunca utilizar agua con grasa en fuego, nunca dejar utensilios de cocina como cucharones de madera o guantes en la estufa o cerca de ella. Adicionalmente, cada hogar debe de tener por lo menos un extinguidor de fuego en la cocina, ya que la cocina es el lugar más probable que prenda fuego. ¿Qué tipo de extinguidor se debe de dejar abajo del lavabo? Usa extinguidores solo para fuegos muy pequeños y si el fuego se sale de control sal de tu casa y llama al 911.
- **2019-2020 Back to School Supply Drive! (community service)** - Children represent the Future, Encourage, Support and Guide them! It’s Time for Our Community Annual Back to School Supply Drive! We are collecting 2019-2020 back to school supplies for our future, mechanics, doctors, teachers, administration professionals, electricians, architects, accountants, firefighters, police officers, pilots, engineers, chefs, secretary’s, dental hygienist, psychologist, astronauts, lawyers, hairstylists etc. Please drop off your items and place them in the “Back to School” gift box. School Supplies will be accepted until Thursday, August 22nd at the Fire Department located at 6300 El Verde, Leon Valley, TX 78238. Thank you in advance!
- **2019 Paramedic Award (service)** – Jordan Garcia received an “In Special Recognition of Exemplary Service to Humanity by Administering Emergency Medical Assistance” by The Veterans of Foreign Wars of the United States VFW Post 1480-Kerrville, TX 2019.
- **TEEX Municipal Fire School and Vendor Show, (training and education)** -Fire Chief Naughton and Engineer/Licensed Paramedic Jaaron Thomas attended the TEEX Municipal Fire School and Vendor Show held on Sunday, July 21, 2019 in College Station, TX. This exhibition is one of the ways we stay

informed and have knowledge of the latest updates regarding EMS apparatus, tools, apparel, technology and is open to the public. The vendor show has three exhibition shows every year providing products and services comprised of 130 exhibitors on display over the three shows, the largest of which is the Municipal Vendor Show at Reed Arena on the campus of Texas A&M University, <https://teex.org/Pages/events/vendor-shows.aspx>.

- **Jubilee Sendero (community service)** – The Fire Department was invited and participated to the Sendero Assembly of God Church Jubilee. A New Public Charter School! Jubilee Sendero Provides preK9 (4) -3rd Grade, Tuition-Free, Excellence in Education and Safe, Drug-Free Campus. The family fun event included cotton candy, games & fun, hot dogs. Sendero Assembly of God Church is located at 5408 Daughtry Rd, (between Bandera & Evers Rd in Sendero Assembly of God Church.

Community Development Department

- **Zoning Commission**
 - The Zoning Commission held a regular meeting on Tuesday, July 23, 2019. The following items were considered:
 - An Update and Work-Session, Regarding the Future Development of Approximately 3 Acres Generally Located at 6758 Poss Road.
 - A request for a Specific Use Permit at 6128 Wurzbach Road for Entertainment Indoor.
 - A request for a Specific Use Permit for Outside Storage at 6645 Poss Road – Miracle Paint and Body Automotive.
 - A request for a Specific Use Permit for a Kennel at 6703 Poss Road.
 - The next regular Zoning Commission meeting is tentatively scheduled for Tuesday, August 13, 2019. The following items are tentatively scheduled for consideration:
 - An Ordinance amending Section 15.02.381, Permitted Use Table, of the City of Leon Valley Code of Ordinances, regarding Entertainment Indoor Uses in the B-2, Retail Zoning District.
 - An Ordinance amending Chapter 15, Appendix C, regarding minimum rear yard setback requirements in the Sustainability Overlay District.
 - An Ordinance amending Section 15.02.381, Permitted Use Table, of the City of Leon Valley Code of Ordinances, regarding commercial and manufacturing uses including but not limited to cabinet shops, assembly and packaging, and repair shops in the B-3 Zoning District and Sustainability, Gateway, and Commercial/Industrial Overlay Districts.
 - An Ordinance amending Article 15.02, Zoning Ordinance, of the City of Leon Valley Code of Ordinances, and Chapter 15, Appendix C, Sustainability, Gateway, and Commercial/Industrial Overlay District Standards, regarding requirements for building materials and aesthetic methods for construction.
- **Board of Adjustment**
 - Staff has received a request for a variance at 6617 Evers Road. This request is currently on hold pending the outcome of the associated zone change and SUP for this property.
 - The Board of Adjustment is tentatively planning to hold a special meeting in August to hold a training session for newly adopted variance criteria.
- **Plats**
 - Staff has an open replat request by Huebner Dirt Investments Ltd. for 2.418 acres located on Huebner Road. The replat would potentially create 3 lots. The land is undeveloped and is currently zoned B-1 and B-2. The applicant plans to request a rezoning of the property and has postponed his plat application until that time. An SUP will also be required for new commercial development on the site because it is adjacent to residential zoning.
- **City Council**
 - The following Planning and Zoning Department Items are scheduled for consideration at the August 6, 2019 City Council meeting:
 - A request for a Specific Use Permit at 6128 Wurzbach Road for Entertainment Indoor.

- A request for a Specific Use Permit for Outside Storage at 6645 Poss Road – Miracle Paint and Body Automotive.
 - A request for a Specific Use Permit for a Kennel at 6703 Poss Road.
- Permitting And Records
 - 40 Walk-Ins
 - 120 Building Permits Issued/Processed (including trade permits)
 - Received 9 Certificate of Occupancy Applications
 - Issued 14 Certificates of Occupancy

Economic Development

- Attended AACOG: Comprehensive Economic Development Strategy Committee meeting – 7/25/2019
- Attended NW San Antonio Chamber of Commerce Luncheon – 07/17/2019
- Facilitated 2019 Business Audit team meeting - 07/07/2019, 07/16/2019, and 07/23/2019
- Facilitated Sign Code Update Advisory Committee meeting – 07/08/2019 and 07/22/2019
- Facilitated ONIT meeting – 06/26/2019
- Assisted with the Independence Day City Event – 5k Fun Run and Parade
- Attended NW SA Chamber Networking Breakfast – 07/16/2019 and 07/23/2019
- Guest Speaker at NW SA Chamber Networking Breakfast – 07/30/2019
- Processed and dispersed project funding check to Office Furniture Liquidations
- Meeting with property owner Ron Ray concerning notice of violations – 7/17/2019
- Enforcement:
 - 6753 Bandera – Only Nails and Hair - Letter – Window Signage
 - 6703 Bandera – Advance America Cash Advance – Letter – Window Signage
 - 6707 Bandera – Texas 420 Smoke Shop – Letter – Window Signage
 - 6715 Bandera – Succeed in Life Center – Non-permitted Banner
 - 6727 Bandera – Baskins Robbins – Window Signage
 - 6749 Bandera – Unity Place Daycare and CPR – Letter – Non-permitted sign, Graffiti, and Advertisement Flag
 - 6821 Bandera – PR Center – Letter - Debris, Outside Storage, and Damaged Sign
 - 6829 Bandera – El Equatorial Market – Letter – Window Signage
 - 6875 Bandera – Fiesta Furniture – Letter – Prohibited Signage
 - 6881 Bandera – Haze Vapory Lounge – Letter – Outside Storage (BBQ pit next to gas meter)
 - 7322 Reindeer Trail – The Paint Shop – Site visit – Vehicle/off premise signage
 - 6780 Bandera – Car wash of America – Site Visit – non-permitted signage, prohibited signage, and debris
 - 7320 Linklea – ONIT follow-up – site visit
 - 7325 Reindeer Trail - ONIT follow-up – site visit
 - 5630 Wurzbach - ONIT follow-up – site visit
 - 5700 Wurzbach - ONIT follow-up – site visit
 - 6004 Grissom - ONIT follow-up – site visit
 - 6233 Evers - ONIT follow-up – site visit
 - 6700 Bandera - ONIT follow-up – site visit
 - 7050 Bandera – LETTER – Potholes in parking lot
 - 6504 Bandera #9 – Site visit – Complaint of business opening without CO
- Fire and Zoning Inspections:
 - 5300 Bandera – Elliott Electric Supply
 - 4700 Timco West #106 & 107 – Voltron Lighting and Media
 - 6100 Bandera #301 & 302 – Infinity Real Estate & First Choice Lending
 - 5783 Wurzbach – Enterprise Rent A Car – FAIL
 - 6835 Bandera – Atrox Infotech

- 5720 Evers – Sam’s Nail Supply – FAIL
- 5720 Evers – Sam’s Nail Supply – Second Inspection
- 6711 Bandera – OmniCenter SA
- 7364 Reindeer Trail – Building Air Services – FAIL
- 5650 Grissom – Finley Apartments
- 5405 Bandera #129 – US Movers
- 5504 Bandera #608 – AVP Marketing
- 6502 Bandera #104 – Safe Road Insurance Agency
- 5408 Daugty – Jubilee School – FAIL
- 7724 Eckert – Kids Galaxy Daycare – Second Inspection
- 6700 Huebner #101 - Planet Fitness – Second Inspection
- 6504 Daugty – Jubilee Sendero – Second Inspection
- 2019 Business Audit:
 - 6806 Huebner – The Dojo BJJ Karate – Site visit
 - 6812 Bandera – Alamo City Hobby Shop – Site Visit
 - 5405 Bandera #120 – Chevron Oronite Company – Site Visit
 - 6812 Bandera #201 – Farmers Insurance – Site Visit
 - 7126 Bandera – 210 Ice Cream – Site Visit – NO CO
 - 6904 Bandera #8 – Liberty Tax – Site Visit
 - 6753 Bandera – Only Hair and Nails – Site Visit
 - 6502 Bandera – Ascent Realty – Site Visit
 - 6414 Bandera - Lorena's Hair Designs - Site Visit
 - 6414 Bandera – Lorena’s Hair – Site Visit
 - 5419 Bandera #711 – Site Visit
 - 6530 Bandera #134 – Site Visit
 - 6416 Bandera #A – Rehabilitation Center – Site Visit
 - 6416 Bandera #B – Capstone Chiropractor – Site Visit
 - 4700 Timco West #103 – Christopher Contracting – Site visit
 - 4700 Timco W #112 – Valden Automotive – Site Visit
 - 4700 Timco W #114 – Sanchez Metal Roofing – Site Visit
 - 4700 Timco W # 118 – Rogy Pro Studios – Site Visit
 - 6827 Bandera – Galindo’s Boot and Shoe Repair – Site Visit
 - 6812 Bandera #210 – MHC Management – Site Visit
 - 6812 Bandera #204 – E. Suzanne Carter – Site Visit
 - 6812 Bandera #126 – Bethel Covenant Church – Site Visit
 - 6812 Bandera #119 – Bethel Covenant Worship Center Leading Kids to Christ – Site Visit
 - 6812 Bandera #112 – Cuts Unlimited – Site Visit
- Stop Work Orders:
 - None issued
- Economic Development Points of Contact
 - Kingdom Electric – Miguel Prieto
 - New York Life – William Mclaughlin
 - Sendoutcards – Colleen Shade
 - Daniel Gomez Enterprises – Daniel Gomez
 - SA Realty Watch Group – Randy Elgin
 - AFLAC – Kathy Cole
 - US HEALTH Advisors – Marcus Hall
 - Big Brothers Big Sisters – Denise Marcos
 - LDR – Dennis LaRue
 - Thryv – Mike Tristan
 - The UPS Store – Afrain Zadeh

- Image 360 – Christina Garcia
- Centex Construction – David Mendoza
- NISD – Jacob Villarreal
- Certificate of Occupancies
 - 6100 Bandera Road Ste. 410- Primerica
 - 6835 Bandera Rd - Atrox Infotech
 - 5504 Bandera Rd Ste. 308 - Greenskapes
 - 5309 Wurzbach Rd Ste. 200 – 1 Lone Star Provider Care llc.
 - 6812 Bandera Rd Ste. 200a - Brass Ring Real Estate
 - 5504 Bandera Rd Ste. 608 - Avp Marketing
 - 6711 Bandera Rd - Amnicenter San Antonio
 - 5405 Bandera Rd Ste. 129 - US Movers
 - 5407 Bandera Rd Ste. 109 - Mangone Auto Group Llc
 - 6729 Bandera Rd. - Kermed Pharmacy
 - 5417 Bandera Rd Ste. 608 - Aarons Garage Door Service
 - 5405 Bandera Rd Ste. 119 - Fetch Package Inc
 - 6613 Evers Rd - 210 Tacos
 - 5409 Bandera Rd Ste. 210 - Boxers and Brawlers
 - 5415 Bandera Rd Ste. 502 and 503 - Box Drop Mattresses and More

City Secretary

- Since the last report, the City Secretary’s Office has received 38 open record requests. The requests were for: permit information, Red Light Camera items, Staff/City Council emails, bid documents, dash cam videos, body worn cam videos, police reports, accident reports, election records, EMS reports, and witness statements.
- Spent a lot of time gathering and printing documents responsive to open record requests.
- Prepared, posted and drafted City Council agendas.
- Prepared and submitted for public notification, recently qualifying adopted City ordinances.
- Reviewed an amendment to the speed hump petition that was submitted by Myra Whitlock for Forest Pine.
- Participated in the Axon Records Training here at City Hall; FOIA Webinar here at City Hall; and attended the Annual Hog Wild Event hosted by Denton, Navarro, Rocha, Bernal, Hyde & Zech in Live Oak.
- Building Maintenance:
 - Had City Hall/Police Department treated for pests as part of the regular bi-monthly treatment
 - Worked with Public Works Staff to replace some dead rose bushes outside of City Hall/Police Department.
 - Ordered new City Flag and Fire Department Flag. These should be here soon and will be flown as soon as possible.

Library

- The Leon Valley Public Library has received approval for a National Library Partnership Grant in the amount of \$500 from the American Society of Radiologic Technology. Quality Materials will be purchased from an approved list and the Society will be sending materials in October to include posters, fliers, mounted images, bookmarks and bookplates to create a display during National Radiologic Technology Week which is November 3rd-9th.
- Upcoming big events at the library
 - Saturday, September 7 from 10am – 2pm and Sunday, September 8 from 2pm to 6pm: Texas LEGO Users Group San Antonio Space Display at library with LEGO Building sponsored by LEGO Corporate

- Saturday, September 7th from 10am – 2 pm and Sunday, September 8th from 2pm to 6pm: Texas LEGO Users Group San Antonio Space Display at the library with LEGO Building sponsored by LEGO Corporate.
- Friday, November 15th Leon Valley Public Library's 4th Annual Stuffed Animal Sleepover:
- 3:30-6pm stuffed animal drop-off.
- Saturday, November 16th Breakfast with stuffed animals/pick-up from sleepover 10-11:30am.

Upcoming Events:

- Crime Control Prevention District Board Meeting begins at 5:30 p.m. on Tuesday, August 6, 2019. The Regular Council Meeting begins at 6:00 p.m. on Tuesday, August 6, 2019.
- Next Special City Council Meeting Thursday, August 8, 2019, at 5:30 p.m. with a possible meeting carrying over to Friday, August 9, 2019 at 5:30 p.m.
- Next Regular City Council Meeting Tuesday, August 20, 2019, at 6:00 p.m. in Council Chambers.
- Grandparent's Day Concert featuring Beethoven Concert Band - Sunday, September 8th, 2019, Time: TBA
- Soap Box Derby, Saturday, October 12, 2019, from 8:00 a.m. until 5:00 p.m. on Evers Road and the Leon Valley Community and Conference Centers.
- Halloween Party October 26, 2019, at the Leon Valley Community Center and Leon Valley Library from 9:00 a.m. to 2:00 p.m. Events are as followed: 9:00 a.m. -12:00 p.m. Arbor Day Tree Adoption on the Community Center Porch, 9:00 a.m. - 2:00 p.m. Trash to Treasure sale at the Community Center by Northwest Seniors, 10:00 a.m. - 11:00 a.m. Pet Costume Contest on the Grass area in front of the Community Center, 10:00 a.m. - 12:00 p.m. Library Halloween Fall Festival.
- Coffee with the Mayor and City Council, Saturday, October 19, 2019, from 9:00 a.m. until 11:00 a.m. at the Conference Center.
- Annual Christmas Tree Lighting December 2, 2019, at 5:30 p.m. at the Leon Valley Conference Center.
- Annual Breakfast with Santa on December 7, 2019, at the Community Center Sponsored by the Friends of the Leon Valley Public Library and the Leon Valley Public Library from 8:00 a.m. - 10:30 a.m.
- Committee Meetings:
 - 8/5/19 – Library Trustee meeting in the Library at 5:30 p.m.
 - 8/8/19 – Park Commission meeting in the Conference Center at 6:30 p.m.
 - 8/12/19 - Sign Code Committee Update meeting in City Hall at 6:30 p.m.
 - 8/21/19 – Police Advisory Committee in City Hall at 6:00 p.m.
 - 9/11/19 – Earthwise Living Day Committee meeting at Public Works at 5:30 pm.